



Taxpayer Identification
and Processing Division
25 Elm Place, 3rd Floor
Brooklyn, NY 11201

EXEMPTION CERTIFICATE FOR GOVERNMENTAL AGENCIES

TAX ON OCCUPANCY OF HOTEL ROOMS

Pursuant to Section 112502 (c) of Chapter 25, Title 11 of the Administrative Code

To: _____
NAME OF HOTEL, APARTMENT HOTEL OR LODGING HOUSE

ADDRESS

DATE

This is to certify that I, the undersigned, am a representative or employee of the governmental agency indicated below; that the charges for the occupancy at the above establishment on the dates set forth below have been, or will be, paid for by such governmental agency; and that such charges are incurred in the performance of my official duties as a representative or employee of such governmental agency.

DATES OF OCCUPANCY ▼

GOVERNMENTAL AGENCY

SIGNATURE OF REPRESENTATIVE

**OPERATORS OF HOTELS, ETC., SHOULD NOT ACCEPT THIS CERTIFICATE UNLESS THE
OFFICER OR EMPLOYEE PRESENTING IT SHOWS SATISFACTORY CREDENTIALS.**

NOTE:

- ◆ A separate exemption certificate is required for each occupancy and for each representative
- ◆ This exemption certificate must be presented at time of registration
- ◆ This form may be reproduced as needed